Training and Experience Evaluation Preview
Information Technology Specialist 1

The California civil service selection system is merit-based and eligibility for appointment is established through a formal examination process. This examination consists of a Training and Experience evaluation used to evaluate your education, training and experience relevant to the position.

This Training and Experience evaluation is a scored component accounting for 100% of your rating in the examination process. It is important to complete the questionnaire carefully and accurately. Your responses are subject to verification before appointment to a position.

Section 1: Knowledge

Instructions:
Rate your knowledge in relation to the following job-related statements. Respond to each of the following statements by choosing the option that most closely applies to you. You are required to respond to every item.

Knowledge Statements Information Technology Specialist 1:

1. Knowledge of fundamental Information Technology concepts, practices, and/or principles to provide a foundation for technology related work.
2. Knowledge of Information Technology industry best practices and/or guidelines used to solve complex technology related issues.
3. Knowledge of policies, principles, techniques, and/or procedures used to deliver and/or support IT solutions or services.
4. Knowledge of the development and/or utilization of technologies to meet current and/or future business needs.

Section 2: Abilities

Instructions:
Rate your ability performing the following specific job-related tasks. Respond to each of the following statements by choosing the option that most closely applies to you. You are required to respond to every item.

Ability Statements Information Technology Specialist 1:

5. Ability to effectively communicate technical information to non-technical people.
6. Ability to collaborate closely with subject matter experts to ensure Information Technology solutions meet functional and non-functional requirements.
7. Ability to proficiently use computers and software applications including but not limited to word processing, spreadsheet, e-mail, and/or presentation programs.
8. Ability to perform effectively in fast-paced environments with constantly changing priorities.
9. Ability to identify problems, perform analysis to evaluate alternatives, and recommend appropriate solutions.
10. Ability to analyze, develop, and/or document business processes and/or requirements utilizing industry best practices and standard methodologies.
11. Ability to provide consultation and/or expertise in at least one information technology domain to assist with IT related issues.